

**GOVERNMENT OF TELANGANA
ABSTRACT**

Health, Medical and Family Welfare Department – Strengthening of Managerial Wing administration in Gandhi Hospital Creation of Hospital Administration (Managerial Wing) – - Orders – Issued.

HEALTH MEDICAL AND FAMILY WELFARE (A2) DEPARTMENT

G.O.RT.No. 821

Dated: 22-12-2015

Read :

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ORDER :

All Government Hospitals are supervised and administered by Medical Superintendents, who are basically Doctors. It has been felt by the Health Department, as well as by the Public that the Hospital Administration (Managerial Wing) need improvement especially, in the areas of Sanitation, Security, Maintenance of Medical Equipment/Electrical Equipment and general upkeep of the hospital, which is most important for patient care. Although there are agencies on contract to maintain Sanitation & Security in the hospitals and Vendors for maintenance of medical and electrical Equipment, but the fact is that Sanitation & Security and maintenance of medical and Electrical Equipment need a lot of improvement.

2 It is felt that the Superintendents who are basically Doctors do not have enough exposure and expertise in the hospital administration (Managerial Wing).

3 In order to ensure efficient, effective and quality service in these aspects, the Government has decided to create hospital administration (Managerial Wing) with the following staff:

- 1) General Manager – Hospital Administration (Managerial Wing) – One

He must be Graduate/Bachelor of Hospital Management/Administration with minimum of 5 years experience in hospital management/administration (Managerial Wing) in a hospital with minimum 200 beds.

Or

He must be Graduate with PG Develoma in Hospital Management with minimum of 5 years experience in hospital management/administration (managerial wing) in a hospital with minimum 200 beds.

- 2) Assistant General Manager – Hospital Administration (Medical Equipment Maintenance) – One

He must be Graduate/Bachelor of Hospital Management/Administration with minimum of 3 years experience in hospital management/administration (Managerial Wing) in a hospital with minimum 200 beds.

Or

He must be Graduate with PG Develoma in Hospital Management with minimum of 3 years experience in hospital management/ administration (Managerial Wing) in a hospital with minimum 200 beds.

- 3) Assistant General Manager – Hospital Administration (Civil and Electrical – Sanitations & Security Services Maintenance) – One

He must be Graduate/Bachelor of Hospital Management/Administration with minimum of 3 years experience in hospital management/administration (Managerial Wing) in a hospital with minimum 200 beds.

Or

He must be Graduate with PG Diploma in Hospital Management with minimum of 3 years experience in hospital management/administration (Managerial Wing) in a hospital with minimum 200 beds.

- 4) Assistant Engineer (Civil) – One

He must be a Graduate in Civil Engineering with a minimum experience of 3 years in Building Maintenance

- 5) Assistant Engineer (Bio-Medical) One

He must be a Graduate in Bio Medical Engineering with a minimum experience of 3 years in medical Equipment maintenance.

4 It has been decided that GM, AGMs and Bio Medical Engineer will be taken on contract for a period of five years from open market and the recruitment process for these posts will be taken up with the assistance of ASCI, Hyderabad who are running PG Diploma course in hospital administration.

5 The post of Assistant Engineers Civil will be taken on deputation from the Government/Corporation Engineering departments.

6 The functions of this wing will be as follows:

Hospital administration (Managerial Wing) in the area of:

- i) Maintenance of absolute cleanliness in hospital premises.
- ii) Well behaved Security Staff for security of Patients and Hospital property
- iii) Maintenance of Medical Equipment and Electrical Equipment including Lifts
- iv) Maintenance of Civil Infrastructure
- v) Coordination with the Medical Superintendent (Clinical side) for proper service delivery by the hospital.
- vi) Contract of management in the area of leasing out hospital premises and canteen.

7 The hospital Superintendent will be responsible for clinical side administration and service matters of staff. He will look after the availability of Doctors, Para-medical staff, Medicines and patient services.

8 Both, Hospital Superintendent (Clinical) and General Manager (Managerial Wing) shall coordinate with each other for proper functioning of Hospital. However, Hospital Superintendent shall have over all control of the hospital including managerial wing.

9 The Director of Medical Education, Telangana, Hyderabad shall take necessary action accordingly.

10 This order issues with the concurrence of Finance (HRM-I) Department vide their U.O.No.4787/585/A1/HRM-I/15, Dated 7-11-2015.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF TELANGANA)

**REJESHWAR TIWARI
PRINCIPAL SECRETARY TO GOVERNMENT**

To
The Director of Medical Education, Telangana, Hyderabad
All HOD's under control of the HM&FW Department.

//FORWARDED :: BY ORDER //

SECTION OFFICER